



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

June 9, 2005

Deborah Roderick Stark, Treasurer  
Pete Stark Re-Election Committee  
P.O. Box 8331  
Fremont, CA 94537

**Response Due Date:**  
**July 11, 2005**

Identification Number: C00020974

Reference: April Quarterly Report (1/1/05-3/31/05)

Dear Ms. Stark:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Commission Regulations define the term "purpose" to mean a brief statement or description of why a disbursement was made. Examples are "dinner expense", "media", "salary", "polling", "travel", "party fees", "phone banks", "travel expenses", "travel expense reimbursement" and "catering costs". Examples of election day and voter registration activity include "exit polling", "door-to-door get out the vote", "get out the vote phone calls" and "driving voters to the polls". Unacceptable descriptions, which require additional clarification, include but are not limited to "advance", "consulting", "commission", "contract labor", "retainer", "expenses", "invoice", "support", "expense reimbursement", "miscellaneous", "get-out-the-vote", "voter registration", *"event expense"*, *"professional management fee"*, and *"employee expense"*. (11 CFR §104.3(b)(4)(A)) Please amend Schedule B of your report to correct the descriptions that do not meet the requirements of the Regulations.

-Schedule B of your report discloses disbursements to credit card companies. When reporting payments to credit card companies, if the payment to the original vendor aggregates in excess of \$200 in an election cycle, you must itemize, as a memo entry, the name and address of the original vendor, together with the date, amount and purpose of the expenditure. If itemization is not necessary, you must indicate so in an

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